Message *from the* **I-MANAGE Program Manager**
Chris Simpson

Our strategic plan to modernize and integrate the Department's major business systems has now been set in motion. On January 8, 2003, the Department's Integrated Management Navigation System (I-MANAGE) Program Initiative was launched during a kick-off meeting held at DOE Headquarters. Deputy Secretary of Energy, Kyle McSlarrow, joined by the Department of Energy's Director for the Office of Management, Budget and Evaluation and Chief Financial Officer, Bruce Carnes; the Chief Information Officer, Karen Evans; and Office of Management and Budget Associate Director for Information Technology and e-Government, Mark Forman, made the announcement during the meeting.

At the kick-off meeting, I outlined the Department's strategic objectives for the I-MANAGE Program and highlighted specific corporate initiatives that will make up the Portfolio of I-MANAGE Projects. Each project will play a critical role in accomplishing our goal to integrate and implement an efficient and effective e-Government systems solution for the Department. To meet objectives, we are in the process of developing detailed project plans and aggressively pursuing next steps.

Our first area of focus is crucial to the successful implementation of the I-MANAGE Program. This initial effort will identify Departmental business requirements needed to support managerial cost accounting and the integration of budget and performance measures. To accomplish this, an I-MANAGE Integration Team has been established comprised of Departmental managers and key staff representing Headquarters Program and Staff Offices, Field Offices, and the Power Marketing Administrations. Members of this team will participate on two sub-teams: the **Cost Accounting / Financial Reporting Team**, and the **Budget / Performance Measurement Team**. Laura Kramer, the Standard Accounting and Reporting System (STARS) Project Manager, will lead and coordinate both efforts, with Sean Keefe as Team Lead for cost accounting and reporting, and Jo Buxton as Team Lead for budget and performance. The initial task for each team was to complete surveys prepared by the I-MANAGE Team, and collect requirements of Departmental organizations for cost accounting, budget, and performance measures.   Surveys were designed and distributed to the I-MANAGE Integration team members on January 31st. Interviews and group meetings to identify and discuss the requirements have been held throughout February, and the results of these activities will be analyzed in the first two weeks of March 2003.

The Cost Accounting and Performance Measurement initiatives are targeted for completion in October 2004 to coincide with the implementation of STARS and the I-MANAGE Data Warehouse. The design of integrated performance management must be flexible and adaptable to integrate with the Standard Budget System scheduled to be implemented in November 2005. Meeting these goals will require continuing collaboration between the I-MANAGE Program Office, individual I-MANAGE project initiatives, HQ programs responsible for defining performance metrics, OMB, and selected DOE program offices.

Our next steps are to **gather the preliminary requirements**, which began February 3 with completion scheduled for March 14; and to **facilitate joint requirements development** planned for March 17th through March 28th. These efforts will result in completion of draft requirements by April 11, and of the final STARS baseline design by May 30.

It is essential we identify all necessary business requirements for cost accounting and budget and performance integration to finalize the design of the Oracle Accounting Flex Field (AFF), the string of data required when recording transactions in the Oracle system. Further, the AFF design must be in place for the STARS initiative to finalize other design and processing considerations and to perform comprehensive testing of all system modules.

The STARS Project Team will revisit the Design baseline and make appropriate adjustments based on the results of the cost accounting and budget performance metrics initiatives. Members of the STARS, I-MANAGE Data Warehouse, and Standard Budget System project teams are participating in these two efforts to facilitate the integration of requirements and to provide an understanding of the current design of corporate business requirements. Target milestones on the STARS critical path must be met to achieve system implementation of Oracle Federal Financials version 11i, scheduled for October 2004.

As we move forward with the I-MANAGE Program and Project initiatives, it is crucial we continue to work together. The I-MANAGE Team needs your commitment, knowledge and expertise to be successful, and we look forward to your participation on our Team.

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Program and Project Sites:
http://www.I-MANAGE.doe.gov
(To be developed in near future)

http://CHRIS.inel.gov

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